

**A generic lead letter to minor (age 15 to 17) sample women**



**DEPARTMENT OF HEALTH & HUMAN SERVICES**

Public Health Service  
Centers for Disease Control and Prevention

National Center for Health Statistics  
6525 Belcrest Road, Room 1140  
Hyattsville, Maryland 20782

January, 1995

Dear Friend,

The National Center for Health Statistics, an agency of the United States Public Health Service, is requesting your help on the National Survey of Family Growth. In this study, women 15 to 44 years of age share their experiences on such topics as schooling and work, family life, pregnancy, infertility, and medical care. The Public Health Service has contracted with the Research Triangle Institute (RTI), a not-for-profit survey research organization, to administer the interviews. The information collected in the survey is used to provide better health services and health education for American women.

You are one of more than 10,000 women selected for this study to represent all 58 million women 15 to 44 years of age in the United States. As a participant, you have the opportunity to contribute to a study that will benefit all American women and children. Because your contribution is important, we will pay you \$20 for participating in the interview.

A professional female interviewer from RTI will be contacting you soon to schedule an interview at your convenience. Your help in this study is voluntary, but we urge you to participate. For young women under age 18 who are living at home, permission to do the interview is also requested from her parent or guardian. The information you provide will be completely confidential, as required by law. No individual woman or family is identified in reports or data files released by the Public Health Service.

Additional information about the study is in the enclosed brochure. If you have any questions, the RTI interviewer will be glad to answer them. The National Center for Health Statistics appreciates your help with this important study. We hope it will be an interesting and rewarding experience.

Sincerely yours,

Manning Feinleib, M.D., Dr.P.H.  
Director

Enclosure

## An example lead letter to parents of sample women aged 15 to 17



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January, 1995

Dear Friend,

The National Center for Health Statistics, an agency of the United States Public Health Service, is requesting your permission to allow your daughter to participate in the National Survey of Family Growth. In this study, women 15 to 44 years of age share their experiences on such topics as schooling and work, family life, pregnancy, infertility, and medical care. The Public Health Service has contracted with the Research Triangle Institute, a not-for-profit survey research organization, to administer the interviews. The information collected in the survey is used to provide better health services and health education for American women.

Your daughter is one of more than 10,000 women selected for this study to represent all 58 million women 15 to 44 years of age in the United States. As a participant, she has the opportunity to contribute to a study that will benefit all American women and children. Because her contribution is important, we will pay her \$20 for participating in the interview.

A professional female interviewer from Research Triangle Institute, a not-for-profit survey organization, will be contacting you soon to obtain your permission to interview your daughter. She will then ask your daughter to participate and to schedule the interview at a convenient time.

Your daughter's help in this study is voluntary, but we urge you to allow us to ask her to participate. The information she provides will be completely confidential, as required by law. No individual woman or family is identified in reports or data files released by the Public Health Service.

Additional information about the study is in the enclosed brochure. If you have any questions, the RTI interviewer will be glad to answer them. We appreciate your help with this important study. We hope it will be an interesting and rewarding experience for your daughter.

Sincerely yours,

Manning Feinleib, M.D., Dr.P.H.  
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